

[Clinic Name]
[Clinic Address]
[Phone Number]

[Date]

[Patient Name]
[Patient Address]

Subject: Appointment Reminder: Bone Density Scan (DEXA)

Dear [Patient Name],

This is a reminder of your upcoming Bone Density Scan (DEXA) at [Clinic Name].

Appointment Details:

Date: [Date of Appointment]

Time: [Time of Appointment]

Location: [Specific Department/Room Number]

Preparation Instructions:

- Do not take calcium supplements for 24 hours before your exam.
- Wear loose, comfortable clothing without metal zippers, belts, or buttons.
- Please arrive 15 minutes early to complete any necessary paperwork.

If you have had a recent barium swallow, CT scan with contrast, or a nuclear medicine test in the last 7 days, please call us to reschedule.

If you need to cancel or reschedule your appointment, please contact us at [Phone Number] at least 24 hours in advance.

Sincerely,

[Staff Name/Department]
[Clinic Name]